

**MINUTES OF MEETING**

Each person who decides to appeal any decision made by the Board with respect to any matter considered at the meeting is advised that the person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which such appeal is to be based.

The regular meeting of the Board of Supervisors of the Preserve at Wilderness Lake Community Development District was held on **Wednesday February 2, 2022 at 6:32 p.m.** at The Preserve at Wilderness Lake Lodge, located at 21320 Wilderness Lake Blvd., Land O' Lakes, FL 34637.

Present and constituting a quorum:

Holly Ruhlig	<b>Board Supervisor, Chairman</b>
Bryan Norrie	<b>Board Supervisor, Vice-Chairman</b>
Scott Diver	<b>Board Supervisor, Assistant Secretary</b>
Beth Edwards	<b>Board Supervisor, Assistant Secretary</b>
Heather Evereth	<b>Board Supervisor, Assistant Secretary</b>

Also present were:

John Vericker	<b>District Counsel, Straley Robin &amp; Vericker (via conf. call)</b>
Greg Woodcock	<b>District Engineer, Cardno (via conf. call)</b>
Tish Dobson	<b>General Manager, Preserve at Wilderness Lake</b>
R.J. Johnson	<b>Representative, Red Tree Landscape</b>
Pete Lucadano	<b>Representative, Red Tree Landscape</b>
Gavin Furanus	<b>Himes Electrical</b>
Tim & Dawn Shanley	<b>The Pool Works</b>

Audience	<b>Present</b>
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**FIRST ORDER OF BUSINESS**

**Call to Order /Pledge of Allegiance**

Ms. Dobson called the meeting to order confirming a quorum for the meeting. Ms. Ruhlig led the Board in the Pledge of Allegiance.

**SECOND ORDER OF BUSINESS**

**Audience Comments**

The Board entertained audience comments regarding repair of the fence line that borders US 41 and Wilderness Lake Preserve Commercial Center. Mr. Vericker stated that there is no fence line easement, and it is out of the range of the District's common area. The District does not have legal authority to make repairs of this fence. Discussion ensued regarding estimates for removal and repairs/maintenance of the fence. Mr. Vericker stated that ownership and responsibility of the fence needs to be identified.

47 Ms. Dobson asked for direction from the Board.  
48

On a Motion by Mr. Norrie, seconded by Ms. Ruhlig, with all in favor, the Board of Supervisors approved forwarding all fence information to the HOA and their attorney for the Board to discuss and follow up with for Preserve at Wilderness Lake Community Development District.

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50 **THIRD ORDER OF BUSINESS**

**Board Supervisor Requests and Walk on  
Items**

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53 Mr. Diver stated that he is not sure that insurance would cover the District making repairs  
54 to the common area fence; attorney fees, and an increase on District assessments if the District  
55 takes on the responsibility of the fence maintenance. A discussion ensued.

56  
57 Ms. Ruhlig stated that the fence is in poor condition, and the ownership of the fence  
58 needs to be determined. Discussion ensued.

59  
60 Ms. Edwards requested that Ms. Dobson and Mr. Vericker follow-up with Pasco County  
61 for clarification on the fence line ownership. The Board will follow-up and discuss further at their  
62 March meeting.

63  
64 **FOURTH ORDER OF BUSINESS**

**General Interest Items**

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66 **A. Landscaping Reports**

67 Ms. Dobson presented the PSA Field Service Report. There were no comments put forth at  
68 this time.

69  
70 Mr. Johnson and Mr. Lucando gave the Board an update on the landscape maintenance.  
71 They stated that the freeze damage was minimal, and they have new plant material going  
72 in. Supplies are on order for the new pump and well. The Palm tree trimming is  
73 scheduled for the last week of February. The Spring rotation of the annuals is scheduled  
74 for March 1<sup>st</sup>.

75  
76 The Board reviewed two proposals from Red Tree Landscape. One for the Woodline  
77 Pruning and one for the landscape renovation of the two islands in front of Dunkin  
78 Donuts. A discussion ensued.

79  
80 Ms. Edwards requested that the trimming of Palms be a little fuller than the previous  
81 trimming. Mr. Lucando agreed.

82  
83 **B. District Engineer**

84 Mr. Woodcock presented his report and updates. The stormwater analysis should be  
85 completed and turned in to Pasco County by June 2022. He discussed the pool deck  
86 landscape drainage and stated that he has received proposals from Site Masters and Finn  
87 Outdoor. He will bring a third proposal to the March meeting.  
88

On a Motion by Ms. Edwards, seconded by Mr. Norrie, with all in favor, the Board of Supervisors approved Cardno's proposal for the Stormwater Analysis at a cost of \$4,500.00 for Preserve at Wilderness Lake Community Development District.

89  
90 **C. District Counsel**

91 Mr. Vericker had no other updates after recommending that the Board reject all bids  
92 received for the Pool Maintenance services contract.

93  
94 **D. GHS Environmental Report**

95 Ms. Dobson presented the GHS report for the Board's review. There were no questions  
96 put forth.

97  
98 **E. Lodge Manager's Report**

99 Ms. Dobson presented the Lodge Manager's Report. A discussion ensued regarding the  
100 speed limit report and coyotes in the area.

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102 **FIFTH ORDER OF BUSINESS**

**Reserve 101 Presentation by Florida Reserve  
Study and Appraisal, Inc.**

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105 A representative from Florida Reserve Study was not present at the meeting.

106  
107 **SIXTH ORDER OF BUSINESS**

**Presentation of Final Staffing Matrix**

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109 Ms. Dobson presented the new staffing matrix to the Board. A discussion ensued.

110  
111 **SEVENTH ORDER OF BUSINESS**

**Consideration of Proposals for Pool  
Maintenance Services (USC)**

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114 Mr. Vericker recommended rejecting the bids received for the pool maintenance services.  
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On a Motion by Ms. Evereth, seconded by Ms. Ruhlig, with all in favor, the Board of Supervisors rejected the proposals received for the Pool Maintenance Services and readvertise the Request for Proposals for the Pool Maintenance Services for Preserve at Wilderness Lake Community Development District.

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117 **EIGHTH ORDER OF BUSINESS**

**Review of Claim Reporting Document**

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119 Ms. Dobson presented and reviewed the Claim Reporting Document. No action was  
120 required.

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122 **NINTH ORDER OF BUSINESS**

**Discussion Regarding Tennis Court Lighting  
Upgrade**

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126 Mr. Furanus with Himes Electrical presented and the reviewed the proposal for the tennis  
127 court LED lighting upgrade. A discussion ensued. During the March CDD meeting, Ms. Dobson  
128 will report on the usage, the maintenance expenses for FY 2020/2021, the lifespan of the  
129 current system, and secure two additional proposals. The Board also discussed taking a poll of  
130 the tennis players on their opinion of LED lights for the tennis courts.

131  
132 **TENTH ORDER OF BUSINESS** **Consideration of Proposals for Re-Painting**  
133 **of the Buildings Project**  
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135 Ms. Dobson presented and reviewed the proposals for the Re-Painting of the Buildings  
136 Project. She entertained the Board members' questions.  
137

On a Motion by Ms. Edwards, seconded by Mr. Norrie, with all in favor, the Board of Supervisors approved Romaner Graphics' proposal for the Re-Painting of the Buildings Project at a cost of \$32,600.00 with a one-year warranty for Preserve at Wilderness Lake Community Development District.

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139 **ELEVENTH ORDER OF BUSINESS** **Consideration of Proposal for Woodline**  
140 **Pruning**  
141

142 This item was tabled until the March meeting.  
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144 **TWELFTH ORDER OF BUSINESS** **Discussion Regarding Ranger Station**  
145 **Structural Assessment**  
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147 Mr. Woodcock presented and reviewed Wekiva's Structural Assessment of the Ranger  
148 Station and their proposal for the repairs. A discussion ensued. Proposals for the repairs will be  
149 submitted for the March meeting. A discussion ensued regarding the replacement beam.  
150

151 **THIRTEENTH ORDER OF BUSINESS** **Consideration of Recommendation of Audit**  
152 **Committee Regarding Audit Proposal**  
153 **Instructions and Evaluation Criteria**  
154

155 Ms. Dobson stated that the Audit Committee had met prior to the onset of the Board  
156 meeting and recommends the approval of the Audit Proposal Instructions and Evaluation  
157 Criteria as presented. A discussion ensued.  
158

On a Motion by Ms. Ruhlig, seconded by Mr. Diver, with all in favor, the Board of Supervisors approved the Audit Committee's recommendation for the Audit Proposal Instructions and Evaluation Criteria for Preserve at Wilderness Lake Community Development District.

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160 **FOURTEENTH ORDER OF BUSINESS** **Consideration of Proposal for Lap Pool**  
161 **Pumps**  
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164 Tim and Dawn Shanley from The Pool Works presented and reviewed the proposal for  
165 the lap pool pumps. A discussion ensued. They stated that the pumps were 5hp speed pumps  
166 that have a one-year product warranty and a five-year workmanship warranty.  
167

On a Motion by Ms. Edwards, seconded by Mr. Diver, with four in favor and one opposed (Heather Evereth), the Board of Supervisors approved The Pool Works' proposal for the Lap Pool Pumps at a cost of \$12,300.00 for Preserve at Wilderness Lake Community Development District.

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169 *(The Board took a recess at 8:43 p.m. and returned at 8:51 p.m.)*  
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171 **FIFTEENTH ORDER OF BUSINESS**                      **Consideration of Proposals for Sidewalk**  
172 **Remediation**

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174 Ms. Dobson presented and reviewed the proposals for the Sidewalk Remediation. A  
175 discussion ensued.  
176

On a Motion by Ms. Edwards, seconded by Ms. Ruhlig, with all in favor, the Board of Supervisors approved the Site Masters of Florida proposal for the Sidewalk Remediation at a cost of \$21,460.00 for Preserve at Wilderness Lake Community Development District.

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178 **SIXTEENTH ORDER OF BUSINESS**                      **Consideration of Proposals for Going Green**  
179 **Media Upgrade**  
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181 Ms. Dobson presented and reviewed the proposals for the Going Green Media Upgrade.  
182 She entertained the Board members' questions. A discussion ensued.  
183

On a Motion by Ms. Edwards, seconded by Ms. Ruhlig, with all in favor, the Board of Supervisors approved the purchase of six Google Chromecast devices and monitors at a not-to-exceed cost of \$750.00 for the Going Green Media Upgrade for Preserve at Wilderness Lake Community Development District.

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185 **SEVENTEENTH ORDER OF BUSINESS**                      **Consideration of Landscape Renovation**  
186 **Proposal for First Two Islands in Front of**  
187 **Dunkin Donuts**  
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189 This item was tabled until the March Board meeting.  
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191 **EIGHTEENTH ORDER OF BUSINESS**                      **Consideration of Proposal to Pressure Wash,**  
192 **Sand and Reseal Campus Pavers**  
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194 Ms. Dobson presented and reviewed the proposals to pressure wash, sand, and reseal  
195 the campus pavers. A discussion ensued.

196

On a Motion by Ms. Edwards, seconded by Ms. Ruhlig, with all in favor, the Board of Supervisors approved Proteus Pool Service's proposal to pressure wash, sand and reseal the campus pavers at a cost of \$5,472.00 and not-to-exceed \$6,000.00 for Preserve at Wilderness Lake Community Development District.

District Counsel will draft an agreement with Proteus Pool Service.

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**NINETEENTH ORDER OF BUSINESS**

**Consideration of the Minutes of the Board of Supervisors' Meeting held on January 5, 2022**

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Ms. Dobson presented the minutes of the Board of Supervisors' meeting held on January 5, 2022. There were no changes.

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On a Motion by Mr. Norrie, seconded by Mr. Diver, with all in favor, the Board of Supervisors approved the minutes of the Board of Supervisors' meeting held on January 5, 2022 as presented for the Preserve at Wilderness Lake Community Development District.

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**TWENTIETH ORDER OF BUSINESS**

**Consideration of the Operation & Maintenance Expenditures for December 2021**

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Ms. Dobson presented the Operation & Maintenance Expenditures for December 2021.

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On a Motion by Ms. Ruhlig, seconded by Mr. Diver, with all in favor, the Board of Supervisors approved the Operation & Expenditures for December 2021 (\$165,336.51) for the Preserve at Wilderness Lake Community Development District.

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**TWENTY-FIRST ORDER OF BUSINESS**

**General Manager's Update**

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Ms. Dobson presented the Financial Statements for December 2021 and the Reserve Study Report.

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Ms. Dobson presented her report and mentioned the next regular meeting of the Board of Supervisors date of March 2, 2022 at 9:30 a.m. and the second audit committee meeting will be held prior to the onset of the Board meeting with the committee reviewing the audit proposals and recommending an audit firm for the District's auditing services.

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The Board will hold their Budget Workshop in the Activities Center at 9:30 a.m. on Tuesday, April 12<sup>th</sup>.

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228 **TWENTY-SECOND ORDER OF BUSINESS Audience Comments**

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230 Ms. Dobson asked if there were any audience comments. There were no audience  
231 comments put forth.

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233 **TWENTY-THIRD ORDER OF BUSINESS Supervisors Requests**

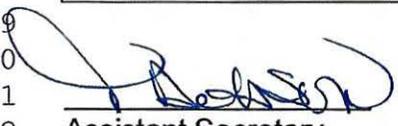
234  
235 Ms. Dobson asked if there were any Supervisor requests. Mr. Vericker and Ms. Dobson  
236 to find a resolution to the fence line issue. Mr. Vericker to attend the March meeting.

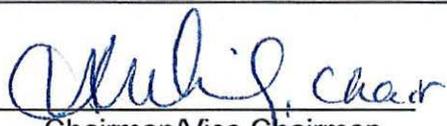
237  
238 Ms. Edwards inquired about reviews. She also mentioned that any changes to the  
239 Rizzetta contract needs to be presented and made during the Budget Workshop, inclusive of the  
240 date of reviews addendum. The Board to interact with Rizzetta regarding reviews. They would  
241 like the opportunity to be part of the process for the reviews and raises. The Board would like  
242 Gregg Gruhl to attend the budget workshop to discuss the amenity contract.

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244 **TWENTY-FOURTH ORDER OF BUSINESS Adjournment**

245  
246 Ms. Dobson stated that if there was no further business to come before the Board then a  
247 motion to adjourn would be in order.

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On a Motion by Mr. Diver, seconded by Ms. Ruhlig, with all in favor, the Board of Supervisors  
adjourned the meeting at 10:13 p.m. for the Preserve at Wilderness Lake Community  
Development District.

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252 Assistant Secretary

  
Chairman/Vice Chairman